



2010 CDC Project Management Summit

Role of IR Governance in Stage Gate Reviews Enterprise & Local Governance

10:00– 10:30

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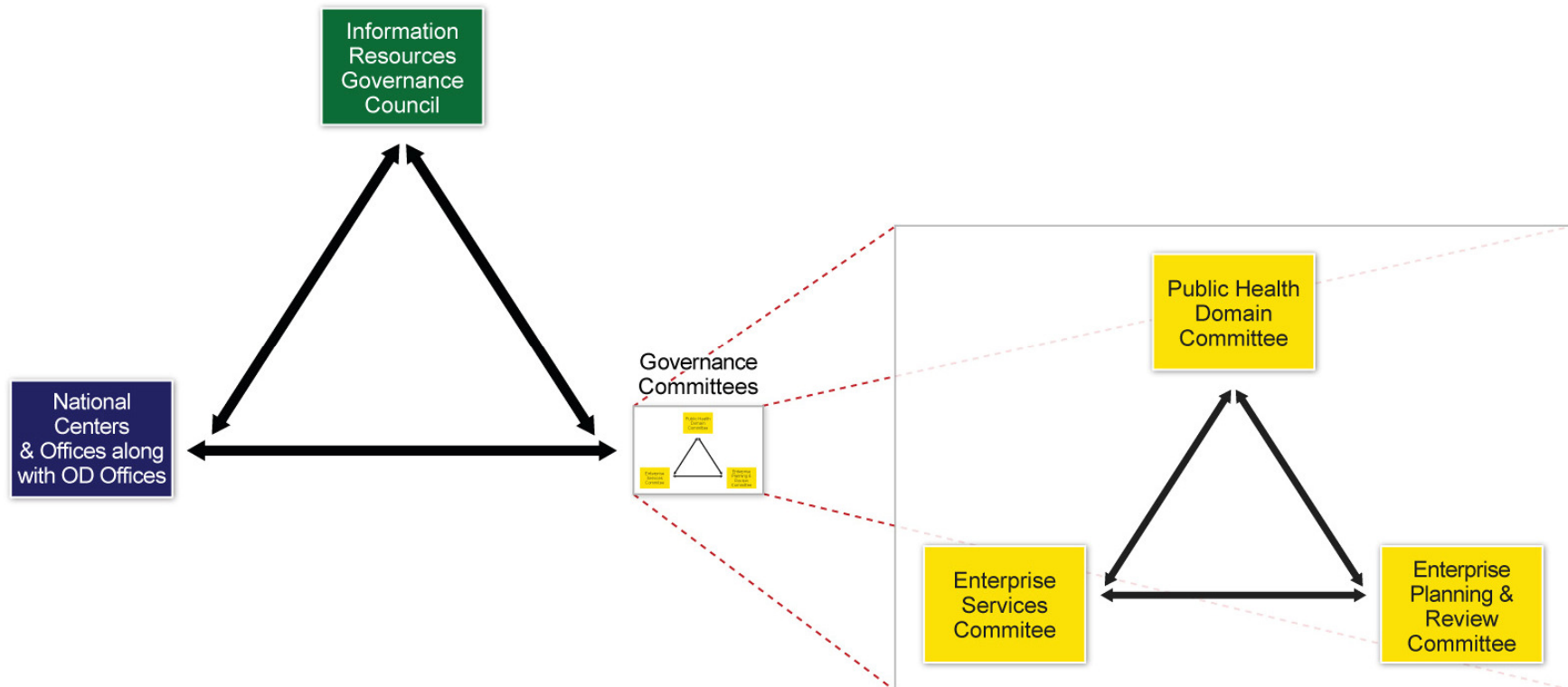


U.S. Department of Health and Human Services

Centers for Disease Control and Prevention

CDC IR Governance

Federated Decision-making Model

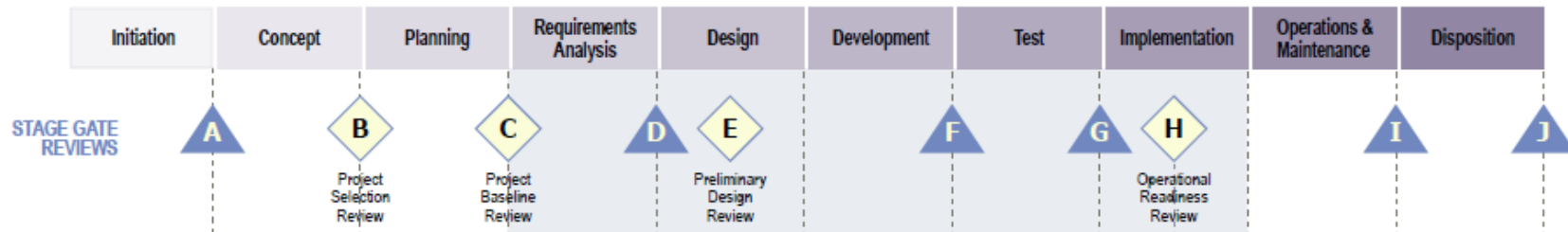


National Center/Office IR Governance Roles in EPLC

Each National Center/Office should

- Establish an IR Governance Process & Structure
- Appoint and train Critical Partners
- Decide appropriate delegation of Stage Gate Reviews and project reviews
- Perform Stage Gates
 - Provide recommendation on those going to Enterprise IR Governance (project > \$1million annual FY budget)
 - Make decision for those that are their responsibility (project <\$1million annual FY budget)
- Establish appropriate reports, metrics, and tracking mechanisms

Stage Gate Reviews



IR Governance – Enterprise or National Center/Office



National Center or as delegated

Stage Gate Reviews

The Stage Gate Review is:

- An evaluation process by which a project is authorized to progress from one life cycle phase to the next
- A collaborative practice in which key stakeholders play an important role in assessing the project's overall health and quality of execution
- A phase-driven go/no-go decision point where project deliverables and activities are reviewed by Critical Partners to form a recommendation regarding appropriateness to proceed to the next phase

Emphasis of Stage Gate reviews

The successful accomplishment of the phase objectives



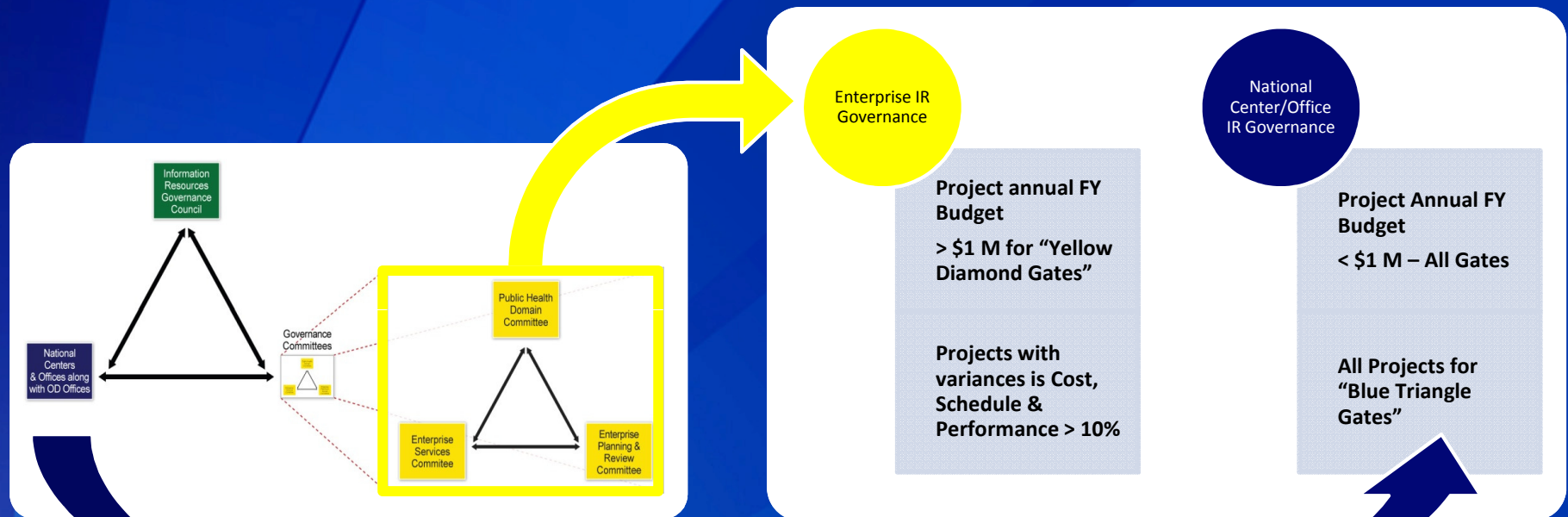
The risks associated with moving into the next life cycle phase

The plan for the next life cycle phase

Benefits of Stage Gate Reviews

- Provides greater transparency of projects and involvement by the business owners and leaders
- Ensures decision-makers are involved at appropriate points
- Supports early identification and mitigation of risks enables corrective action
- Ensures projects are on track for success
- Ensures greater accountability of projects

Stage Gate Review - Thresholds



Stage Gate Review Process

2

Critical Partners

Review / Assess project documentation

Identify issues for resolution to the PM and make recommendations to the IR Governance body

1

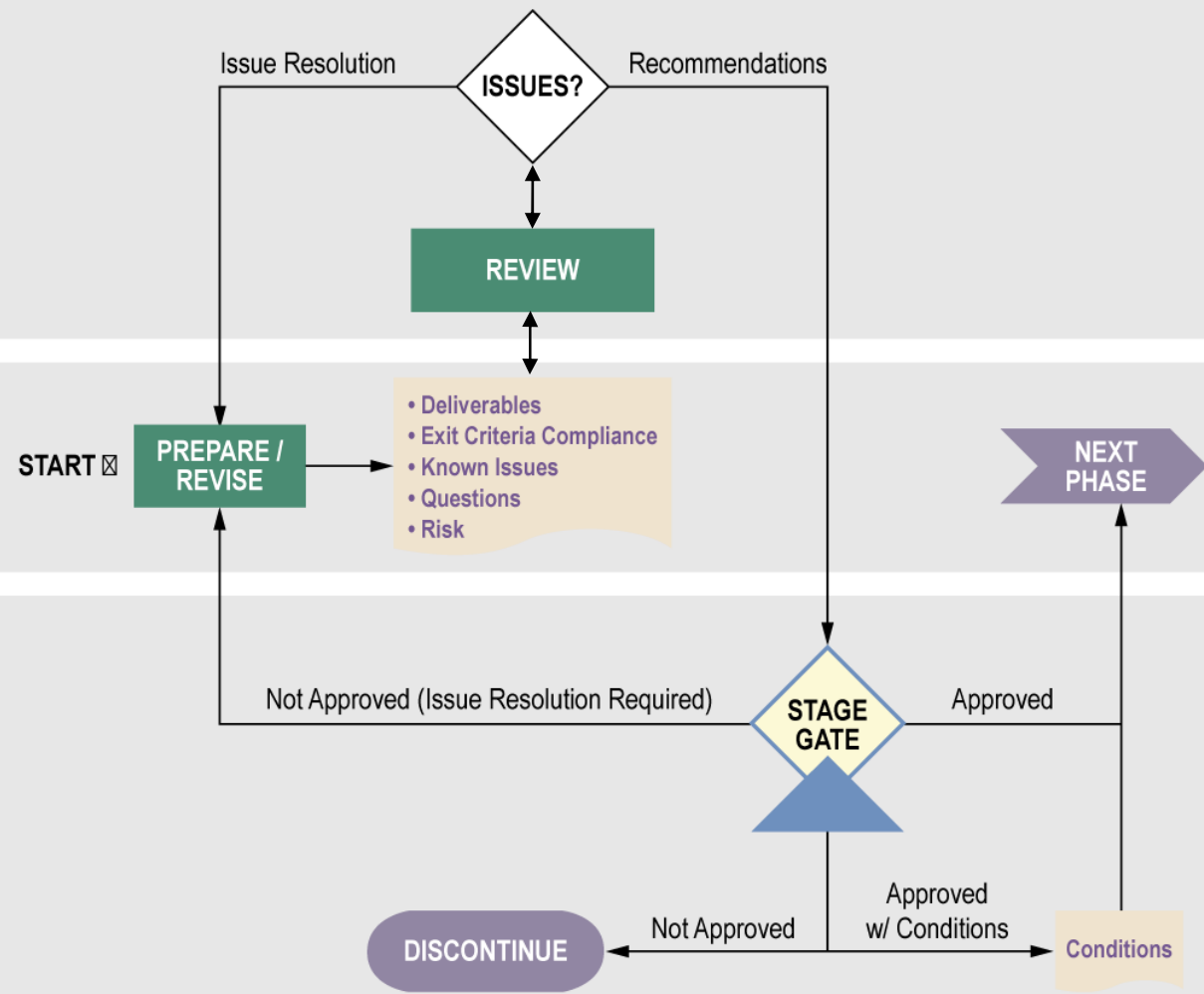
Project Manager

Prepares / revises documentation & artifacts to be reviewed

3

IR Governance

Makes decisions based on recommendations from the Critical Partners



Stage Gate Review Process – Roles & Functions

IT Project Manager

- Certifies that the project is prepared for the Stage Gate Review
- Ensures Project Reviews have been conducted
- Requests scheduling from the appropriate Stage Gate Review Lead
- Provides deliverables to the Stage Gate Review Lead

Integrated Project Team Including Critical Partners

- Evaluate project deliverables and activities to form recommendations on whether the project should proceed to the next phase
- Participate in the Stage Gate Review meetings
- Monitor corrective action and approves upon completion to allow the project to advance to the next gate

Stage Gate Review Lead (CPIC)

- Schedules Stage Gate meeting and communicates the schedule with other participants
- Collects / distributes the appropriate documentation
- Ensures that the Stage Gate Review purpose is achieved and agreed upon next steps
- Coordinates with IT Governance organization or delegated authority regarding Stage Gate
- Presents findings and recommendations from Critical Partners to the IT Governance organization or delegated authority

IT Governance Organization or delegated authority

- Decision authority to pass the project to the next phase
- Reviews recommendations from the Critical Partners designated points of the EPLC
- Defines standard for remediation passage

Others to Consider

- Project Team Members
- End Users
- Development Teams
- Support Teams
- External Partners



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Summary

1. Stage Gate Reviews are an integral component of the EPLC
2. National Centers/Offices must have a IR governance structure and critical partners identified
3. There is latitude for deciding who does the 6 gates that can be delegated
4. All IT projects should be conducting Stage Gates by the end of September 2010
5. Assistance is available by contacting the Capital Planning & Investment Control Office



BREAK

**PROJECT REVIEW SESSION
BEGINS AT 10:45**